

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, MARCH 30, 2000
8:15 A.M.**

Commissioners Present: Kathy Campbell, Chair
Linda Steinman
Larry Hudkins
Bob Workman

Commissioners Absent: Bernie Heier

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, MARCH 23, 2000

MOTION: Steinman moved and Hudkins seconded approval of the Staff Meeting minutes dated March 23, 2000. Steinman, Hudkins, Workman and Campbell voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- a. Boy Scout Camp in Wilderness Park
- b. Report on Emergency Medical Services Training Session
- c. 3rd Annual Workforce Development Symposium

MOTION: Hudkins moved and Steinman seconded approval of the additions to the agenda. Hudkins, Steinman, Workman and Campbell voted aye. Motion carried.

3 BELTWAY CONSULTING AGREEMENT - Roger Figard, City Engineer

Roger Figard, City Engineer, presented a supplemental agreement to the interlocal agreement between the City, County and State Department of Roads for the South and East Beltway Studies which substitutes HWS Consulting Group, Inc. for Wilbur Smith Associates as the primary consultant for the engineering studies (Exhibit A). He said Wilbur Smith Associates will assume sub-consultant status, adding this substitution will not affect the funding arrangements or schedule.

Campbell stated that she has declared a conflict of interest on the beltway selection and asked that the supplemental agreement be revised to reflect signature by the Vice Chair.

Hudkins said Wilbur Smith Associates was originally selected as the lead agency because it was believed that their Federal Highway Administration connections would help to draw down federal funds for the project. He asked whether the substitution would diminish that in any way.

Figard said no, their technical expertise is still very important and needs to remain a part of the contract. He added that it is important to have someone in the leadership role that understands the community's need to be involved and how to work between elected officials and the community.

In response to a question from Workman, Figard said the report will be written and submitted to Federal Highway Administration by July 1st.

4 LEGISLATIVE UPDATE -Gordon Kissel, Legislative Consultant

Gordon Kissel, Legislative Consultant, presented a legislative update (Exhibit B), noting the following:

- LB 1167, a NACO sponsored bill that would require each county to develop a county juvenile service plan by January 1, 2003, was advanced to Select File.
- Senator Wickersham opposes the inclusion of crime rates or arrests in the distribution formula for LB 1138, which changes provisions relating to State aid to political subdivisions. Critical portions of LB 1138 that dealt with City funding and the City formula were moved to LB 968, a clean-up bill. Senator Beutler will propose an amendment that would factor various types of county roads into the formula (Exhibit C).
- No apparent loss of support for LB 652, which provides for a juvenile correctional facilities master plan and payment of juvenile boarding costs by the State.

The Board asked Eagan to prepare a sheet of bullet points for Board members to use in phone calls to members of the Lancaster County delegation urging support of the bill.

- LB 1365, which authorizes the issuance of building permits for farmstead residences, did not get amended into LB 968, a clean-up bill.

Campbell noted that the Board's action late in the legislative session to support an amendment to remove the partial payment of property tax language from LB 968 had jeopardized crucial support of LB 652. She suggested that a procedure is needed for County departments seeking County Board support or opposition of legislation, and asked Kissel to assist in its development.

Steinman said Senator Wickersham believes the bill will bring extra money to the counties through earnings on escrow accounts.

Terry Adams, Deputy County Treasurer, said he does not anticipate a benefit for Lancaster County, as the current practice is to sell uncollected taxes. He added that Bill Lock, Research Analyst for the Legislature's Revenue Committee, believes partial payments would be prohibited once it goes to tax sale, although it is not specifically stated in the bill.

5 NEW BRANCH LIBRARIES - Carol Connor, Library Director; John Dale, Assistant Director; Peter Levitov, Library Board Chair

John Dale, Assistant Director, presented an architectural model of the Loren Corey Eisely Branch Library, North 14th & Superior Streets, and floor plan drawings of that library and the Bess Dobson Walt Branch Library, South 14th Street & Densmore Park Road.

Peter Levitov, Library Board Chair, said the Eisely Branch Library is scheduled to open by February, 2002, in accordance with terms of the bond issue.

Carol Connor, Library Director, said branch managers for these libraries will be hired by July, 2001 which will have a slight impact on next year's budget.

In response to a question from Steinman, Dale said the branch libraries are connected by a wide area network. He also noted that the new libraries will have fiber optic connections.

Campbell asked whether it is possible to access the library catalog and reserve books from home.

Dale said yes, by using Telnet feature on the Internet website.

Connor said the State Library Commission is also looking at the net library concept.

In response to a question from Steinman, Connor said the Library Board has no plans to close the South Branch Library. The Belmont Branch Library, which is located in the Belmont Rec Center, will be closed due to its close proximity to the new Eisely Branch Library.

6 UPGRADE OF REGISTER OF DEEDS SERVER (IMAGES ON THE INTERNET) - Dan Nolte, Register of Deeds; Maura Tolzin, Deputy Register of Deeds; Doug Thomas, Information Services Director

Doug Thomas, Information Services Director, reviewed *Register of Deeds Server Upgrade Estimate* (Exhibit D). He also recommended inclusion of a rack mount disk drive, for an additional \$1,795.

Dan Nolte, Register of Deeds, said the new server will enable images to be placed on the Internet.

Thomas said images for other County departments could also be placed on the disk drives. There is also the ability to expand storage capacity to meet future needs.

Dave Kroeker, Budget & Fiscal Officer, said there is \$18,000 remaining in the budget for Register of Deeds' imaging.

Thomas noted that the \$12,000 contract to move the images is no longer necessary.

MOTION: Steinman moved and Hudkins seconded to approve the request, including the rack mount disk drive. Steinman, Hudkins, Workman and Campbell voted aye. Motion carried.

Nolte noted that a gradual decline in revenue for image copies is anticipated.

7 PENDING LITIGATION, PERSONNEL MATTER - Mike Thew, Chief Deputy County Attorney; Dave Johnson, Deputy County Attorney

MOTION: Steinman moved and Workman seconded to enter Executive Session at 9:31 a.m. for discussion of pending litigation and a personnel matter. Steinman, Workman, Hudkins and Campbell voted aye. Motion carried.

MOTION: Steinman moved and Hudkins seconded to exit Executive Session at 10:20 a.m. Steinman, Hudkins, Workman and Campbell voted aye. Motion carried.

8 ATTORNEY II RANGE - John Cripe, Classification and Pay Manager; Gary Lacey, County Attorney; Dennis Keefe, Public Defender

Gary Lacey, County Attorney, distributed *Lancaster County Amended Salary Recommendation Worksheet, Non-negotiated Salaries Other Than Elected Officials & Chief Deputies* (Exhibit F). He said he recently promoted four attorneys in his office from Attorney I to Attorney II and recommended that their salaries be set at \$47,000. The County Board approved those salaries at the February 22nd County Board of Commissioners meeting. It was subsequently noted that that amount did not fit within the Attorney II salary range of \$50,000-\$74,000.

Lacey said it has been his policy, as well as that of the Public Defender, to reward performance and experience with promotions.

Dennis Keefe, Public Defender, concurred, adding it is increasingly difficult to compete with the private sector.

John Cripe, Classification and Pay Manager, said the Board can either lower the Attorney II salary range or reset the salaries of the four attorneys to fit within the range. He noted there are a couple of Attorney II's in the County Attorney's Office whose salaries are close to the entry level rate. There is also an Attorney I in the Public Defender's Office whose salary is at the maximum level for that position, so if the salary range is lowered that individual should become an Attorney II.

The Board requested that an increase of those salaries to fit within the Attorney II salary range, with an effective date of February 22, 2000, be scheduled on the agenda for the April 4th County Board of Commissioners meeting.

ADDITIONS TO THE AGENDA

a. Boy Scout Camp in Wilderness Park

Hudkins reported on a phone call received from Sam Sampson who owns property in the Beal Slough. He said Sampson indicated there is a great deal of controversy regarding the proposed location of a Boy Scout Camp in the Beal Slough and asked whether the camp could be located in Wilderness Park instead, offering to contribute funds towards that effort.

Hudkins said Sampson had also asked whether there are plans to ask the Boy Scouts to vacate their day camp which is located in the park.

Eagan said there have been no changes since the 1970's when a Boy Scout facility that was located there was sold to the City, County and Lower Platte South Natural Resources District (NRD) in conjunction with the creation of Wilderness Park. He noted that Mike DeKalb, Planning Department, has suggested several alternative sites for the Boy Scout Camp. One of these sites is in close proximity to Wilderness Park and could be used to expand the park to the south, through conservation easements.

Campbell said the County has discouraged construction in the floodplain and the Boy Scouts intend to build an office/headquarters in addition to a camp facility. She noted concern that approving such a request would set a precedent for other groups desiring facilities in the park.

Board consensus to contact the Boy Scout - Cornhusker Council and ask whether this is an official request and to suggest that Sampson contact DeKalb for more information on alternative sites.

b. Report on Emergency Management Training Session

Workman reported briefly on an Emergency Management Training Session that was held last Saturday.

Campbell suggested recognition of the volunteer storm spotters during National County Government Week, April 9-15.

9 CONSENT ITEMS

- a. Authorize County Board Chair to Sign Substance Abuse and Mental Health Administration (SAMSHA) Grants and Letters of Support

MOTION: Steinman moved and Hudkins seconded approval. Steinman, Hudkins, Workman and Campbell voted aye. Motion carried.

10 ADMINISTRATIVE OFFICER REPORT

- a. County Logo

Cori Beattie, County Board Administrative Secretary, presented copies of entries received in the "Design a County Logo" contest (Exhibit E).

The Board asked Beattie to check whether an advertising class through the University of Nebraska can assist with the logo design.

b. County Board Representation on Workforce Investment Board

Item deferred one week.

c. Attendance at Firth Village Board Meeting Regarding Viaduct

Campbell said she will attend the meeting, as she represents the district. She said Don Thomas, County Engineer, does not recommend expending funds for the viaduct unless the Firth Village Board and Rural Fire Board feel there is a need, adding there is currently a higher traffic volume in Hickman. Campbell noted that the Burlington Northern & Santa Fe Railway anticipates a 20 percent increase in railway traffic to Lincoln in the next five years, with 20-30 percent of that increase in the southern portion of the county.

d. Assignment of Legal Services of Southeast Nebraska Contracts with Southeast Nebraska to Nebraska Legal Services

Eagan said Legal Services of Southeast Nebraska (LSSN) will be merged with Nebraska Legal Services on April 30, 2000 and has requested that their contracts to provide representation in abuse or neglect cases, law violations and status offenses be assigned to that entity, effective May 1, 2000.

e. Letter from Juvenile Court Judges Regarding Judicial Users System to Improve Court Efficiency (JUSTICE) System and District Court Clerk Staffing

Eagan noted that the County Board took action at the February 17th County Board Staff Meeting to form a committee consisting of Commissioner Workman; District Court Judge Steven Burns; Kelly Moore Guenzel Handlos, Clerk of the District Court; Brian Pillard, Records & Information Manager; Gary Lacey, County Attorney; Doug Thomas, Information Services Director, and Nebraska Supreme Court Chief Justice John Hendry, or his designee, to explore development of an imaging system for the Clerk of the District Court, with a report back in one month. He said the committee has not met since its formation.

Board consensus to send a letter to District Court Judge Steven Burns asking him to chair the committee and indicating that the County Board would like as much information as possible by the budget hearing. The Board also indicated that it will provide staff support for the committee.

Board consensus to write a letter of response to the Juvenile Court Judges indicating that a review of the Clerk of the District Court's office found that no additional staffing was necessary, but staffing and the report will be reviewed with the budget. The Board will also indicate that a copy of the letter from the Juvenile Court Judges will be forwarded to the Clerk of the District Court.

11 DISCUSSION OF BOARD MEMBER MEETINGS

a. Lancaster Manor Advisory Committee - Workman

Workman reported that the occupancy rate has increased and the budget situation is improving.

b. Joint Budget Committee - Campbell, Steinman

Steinman reported that a presentation on the Human Services Needs Assessment and Comprehensive Plan will be given to the City Council, County Board and United Way of Lincoln-Lancaster County Board at the City/County Common meeting on April 21st, in the Cornhusker Hotel.

RETURNING TO LEGISLATIVE UPDATE

Eagan reported on an urgent phone call from Gordon Kissel, Legislative Consultant, in which he said it appears LB 1138 will pass, with a one year delay of implementation. Kissel asked whether the County Board wants him to continue to lobby against the bill, noting the bill could be amended next year.

The Board directed Kissel to check with the lobbyists for Douglas and Sarpy Counties to determine their position on the bill.

ADDITIONS TO THE AGENDA

c. 3rd Annual Workforce Development Symposium

Board consensus to decline the invitation to attend the 3rd Annual Workforce Development Symposium (Exhibit G), due to a scheduling conflict.

RETURNING TO LEGISLATIVE UPDATE

Eagan reported that Douglas and Sarpy Counties are willing to accept the compromise on LB 1138.

The Board asked Eagan to notify Gordon Kissel, Legislative Consultant, that Lancaster County will accept the compromise, as well.

12 EMERGENCY ITEMS AND OTHER BUSINESS

Board consensus to honor Jack Mills, who is leaving his position as Nebraska Association of County Officials (NACO) Executive Director, at a County Board of Commissioners meeting in April.

13 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk